



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

MEMORANDUM

To: CSR Arts Education Project Administrator

From: Lynn Tuttle
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Date: October 4, 2004

Subject: CSR Arts Education Initiative Evaluation Process and Procedures

Thank you for participating in Superintendent Horne's Arts Education Initiative. As your projects get underway this fall, we are providing you with the evaluation plan and schedule. Surveys and other evaluation templates will be made available as needed, and will be sent to you via e-mail as well as available for download via the Internet at www.ade.az.gov/asd/arts/initiative.asp.

PLEASE NOTE: This evaluation is related to, but separate from, the evaluation you are participating in as a Comprehensive School Reform (CSR) school site. You are required to participate in both evaluation projects, and we thank you for your help with these evaluations this school year.

Desired Evaluation Outcomes for the Arts Education Initiative:

1. **Academic Achievement.** Are students who participate in this arts education initiative increasing their academic achievement in the areas currently being tested (reading, writing, math)?
2. **Arts Education.** Are students who participate in this arts education initiative learning more about the arts? Are teachers who participate in this initiative more likely to include arts learning in their classroom content? Are administrators at participating school sites more likely to support arts education (funding, scheduling, staff hiring) than at non-participating school sites?
3. **Program Implementation.** How is program implementation working in the field? How should the initiative be changed going forward to allow for better experiences for all participants? Are the technical assistance providers being used by participating sites adding value to the arts education initiative? If so, how? If not, why not?
4. **Best Practices.** Can we identify promising practices at participating sites, and share that information with other participating sites and the larger public education field in Arizona?

Arts Education Initiative Evaluation Tools and Timeline

Tool	What it is	Available to CSR site	Requested back to ADE
Update Form	A brief update on who is involved in your project, your projected timeline for activities, and an opportunity to highlight promising practices or problems occurring in implementation	Included in this packet. Also available on the web at www.ade.az.gov/asd/arts/initiative.asp	Monday, November 1, 2004
SAIS ID Capture Form	A listing of SAIS ID Numbers for students participating in the arts education initiative at your school. The Department will track participating vs. non-participating students in SAIS to look at academic achievement via AIMS and Terra Nova	Included in this packet. Also available on the web at www.ade.az.gov/asd/arts/initiative.asp	Monday, January 10, 2005 for students in first semester activities; Monday, April 11, 2005 for any additional students participating in activities in second semester.
Roundtable discussion	An opportunity for members of participating sites to share experiences with each other and the ADE. Help inform the ADE on what is working well and what might need to change.	Wednesday, November 17 at the MEGA-Conference, Radisson Hotel, Tucson. For registration information for MEGA, visit http://www.ade.az.gov/asd/megaconf/	N/A
Student perceptual surveys	Surveys that are age appropriate to gauge student perception of their arts learning via the initiative	Monday, January 10 via e-mail and web	Friday, January 28, 2005 and Friday, April 29, 2005
Teacher perceptual surveys	Surveys to gauge teacher perceptions of arts learning as part of the initiative	Monday, January 10 via e-mail and web	Friday, January 28, 2005 and Friday, April 29, 2005
Program Implementation Survey	Tool to determine how program implementation is proceeding, including an evaluation of the participating Technical Assistance Provider	Monday, January 10 via e-mail and web	Friday, January 28, 2005. Selected sites may be asked to re-do the survey to reflect spring semester performance. Due in May, 2005.
Pre and Post Surveys of arts learning	For selected sites with new activities beginning in the spring semester, surveys to gauge student learning in the arts.	Monday, January 10 via e-mail and web	Friday, January 28, 2005 (pre) and Friday, April 29, 2005 (post)
Site visits	Evaluation Team members may visit selected sites in Spring, 2005 to evaluate initiative progress	Selected sites to be informed of visits by Monday, January 31 st .	Site visits to be completed by April, 2005
Administrator perceptual surveys	Surveys to gauge how school site administrators gauge the value of the initiative	Monday, April 11 via e-mail and web	Friday, April 29, 2005
Roundtable discussion	An opportunity for members of participating sites to share experiences with each other and the ADE.	May, 2005 as part of ADE's Innovative Practices Conference.	N/A

**Arts Education Initiative
Evaluation Checklist**
For Site Use to keep track of required forms

Tool	Available to CSR site	Requested back to ADE	Number of Surveys required <i>(additional guidance forthcoming with release of survey templates)</i>	Date Returned to ADE by CSR Site:	Questions/ Additional Correspondence with ADE:
Update Form	Included in this packet.	Monday, November 1, 2004	1		
SAIS ID Capture Form	Included in this packet.	Monday, January 10, 2005; Monday, April 11, 2005 for any additional students participating in activities and not captured in January report	1-2. Please return second form if additional students added to project after January report.		
Roundtable discussion	Wednesday, November 17 at the MEGA-Conference, Radisson Hotel, Tucson.	N/A	N/A	For registration information for MEGA, visit http://www.ade.az.gov/asd/megaconf/	
Student perceptual surveys	Monday, January 10 via e-mail and web	Friday, January 28, 2005 and Friday, April 29, 2005	80% of participating students.		
Teacher perceptual surveys	Monday, January 10 via e-mail and web	Friday, January 28, 2005 and Friday, April 29, 2005	80% of participating teachers.		

Arts Education Initiative Evaluation Checklist (page 2)

Tool	Available to CSR site	Requested back to ADE	Number of Surveys required <i>(additional guidance forthcoming with release of survey templates)</i>	Date Returned to ADE by CSR Site:	Questions/ Additional Correspondence with ADE:
Program Implementation Survey	Monday, January 10 via e- mail and web	Friday, January 28, 2005.	At least 1 survey completed by site administrator; additional surveys completed by lead teachers welcomed.		
Pre and Post Surveys of arts learning	Monday, January 10 via e- mail and web	Friday, January 28, 2005 (pre) and Friday, April 29, 2005 (post)	80% of participating students.		
Administrator perceptual surveys	Monday, April 11 via e-mail and web	Friday, April 29, 2005	At least 1 from main site administrator.		
Roundtable discussion	May, 2005 as part of ADE's Innovative Practices Conference.	N/A	N/A		